



GENERAL INFORMATION – FEDERALLY FUNDED ADULT EDUCATION

Target Population

Adults who are over 16 years of age and out of school with less than a high school diploma, or are functioning below the 12th grade level, are eligible to be served.

Eligible Applicants

Any of the following organizations that can demonstrate effectiveness in working with adult education clientele may apply: local education agencies; community-based organizations; volunteer literacy organizations; institutions of higher education; public or private nonprofit agencies; libraries; public housing authorities; nonprofit institutions not described above that have the ability to provide literacy services to adult and families including faith-based organizations; and a consortia of agencies, organizations, institutions, libraries, or authorities described in any of the categories above.

All grants and contracts are awarded through a competitive process.

Funding Period

Grants and contracts will be awarded for the period of July 1, 2008, to June 30, 2009. Successful applicants will be awarded funds for the first year with the possibility of continued funding based on satisfactory program performance and future federal appropriations to the state.

State and Federal Requirements

Requirements include:

- Instruction conducted by teachers holding valid Indiana teacher licenses.
- Pre- and post-testing of students with required assessment instruments following current state assessment policy.
- Student follow-up to track learner achievements and outcomes.
- Programmatic reporting based on the National Reporting System for Adult Education.
- Maintenance of separate financial ledgers.
- Limitation of non-instructional costs to five percent whenever possible.
- No supplanting of state or local funding with federal funding.
- Twenty percent matching of federal funds for comprehensive programs.

Comprehensive Adult Education Programs

A comprehensive program is expected to offer adult education and literacy activities that meet the full spectrum of ability levels (including English literacy) and needs at multiple sites within a prescribed adult education program district and/or to coordinate or subcontract with other providers to the extent resources allow.

The program is required to coordinate with other agencies and organizations that serve the target population, including local workforce development services and with business and industry.

The program provider must contribute at least 20 percent in local matching funds and maintain that level in subsequent years. Funding varies by district.

English Literacy/Civics Education Adult Education Programs

The purpose of this program is to assist local eligible providers with the integration of contextualized civics instruction into existing English literacy programs and to expand access to English literacy/civics education. "Civics education" is defined in the November 17, 1999, *Federal Register* as "an educational program that emphasizes contextualized instruction on the rights and responsibilities of citizenship, naturalization procedures, civic participation, and U.S. history and government to help students acquire the skills and knowledge to become active and informed parents, workers, and community members."

The maximum grant award for the English literacy/civics program will be \$35,000 for the first year. No local match will be required. Successful applicants will be awarded funds for the first year with the possibility of continued funding based on satisfactory program performance and future federal appropriations to the state.

Outreach Programs

The outreach program is designed to reach under-served geographic areas of the state and/or hard-to-serve target populations. Persons who are educationally disadvantaged, low-income, disabled, single parents, and/or limited English proficient represent the populations considered most in need of adult education services in Indiana.

The maximum grant award for the outreach program will be \$28,000 for the first year. No local match is required. Successful applicants will be awarded funds for the first year with the possibility of continued funding based on satisfactory program performance and future federal appropriations to the state.